

EXHIBIT 3-D

SAMPLE FORMAT FOR ADVERTISING THE AVAILABILITY OF A REQUEST FOR PROPOSALS (RFP'S)

(SHORT FORM)

(Note: In order to reduce the cost of publicizing an RFP, local officials may use a format such as the following to advertise the availability of a request for proposals for engineering and/or grant administration services in lieu of publishing the entire text of the RFP. If this approach is used, local officials should be sure to allow sufficient time for consultants to request and receive a copy of the RFP and to prepare a response).

The _____ (*grantee name*) _____ has been awarded a federal Community Development Block Grant (CDBG) in the amount of \$_____ by the Montana Department of Commerce (DOC) for _____ (*description of project*).

Contingent upon this award, the _____ (*Town or City Council or County Board of Commissioners*) is requesting proposals for engineering services to assist the governing body in designing and supervising the construction of this project (or "proposals for management services to assist the _____ (*grantee name*) _____ in the administration of this project in compliance with all applicable requirements under the Montana CDBG Program.

Copies of the detailed request for proposals (RFP), including a description of the services to be provided by respondents, the minimum content of responses, and the factors to be used to evaluate the responses, can be obtained by contacting _____ (*name, address, and telephone*) _____. All responses to the detailed RFP must be submitted by _____ (*date*) _____.